

NEVILLE PUBLIC MUSEUM

OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
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PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, August 10, 2020 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Tom Sieber, Cassandra Erickson, Tom Friberg, Kramer Rock
ALSO PRESENT: Kasha Huntowski, and Beth Kowalski Lemke
EXCUSED: Sandy Juno, Kevin Cullen, and Alex Renard

CALL MEETING TO ORDER

1. Chair Kuehn called the meeting to order at 4:31PM.
2. **APPROVE/MODIFY AGENDA**
Motion made by Tom Sieber and seconded by Kramer Rock to approve the agenda.
3. Museum Director Report. Chair Kuehn nominated Tom Sieber as Vice Chair, seconded by Cassandra Erickson. Vote Taken, The Board unanimously approved the nomination.

Museum Director Lemke provided an update on the department budget meeting with the County Executive and Administration. To balance the budget the department is recommending fee increases in a few areas. She shared the updated strategic plan which is tied to the budget book new initiatives and staff performance plans. Director Lemke asked the Board to review the plan and bring back comments to the September Board meeting. The strategic plan is an essential document that requires approval at the Board level and oversight committee level for American Alliance of Museums re accreditation.

Museum Director Lemke provided an update on the *Generations Galley* grand opening. She shared that members and guests provided valuable information to staff for additional methods to share content. The Museum team will be determining the best method (print, digital, bilingual, program) for additional information and interpretation as they plan the new website launch in October of 2020.

Supervisor Erickson shared her observations of her visits and Director Lemke answered her questions about additional interpretation and artifact selection.

Discussion ensued, no action taken.

4. Such other matters as authorized by law:
Director Lemke updated the Board about the third brown out of the year and the assistance needed by Facilities Management for getting all mechanicals back online post outage. She informed the board that she is still waiting for a scissor door quote for the first floor that would allow for closing the galleries off. Depending on the cost she will continue to receive quotes on systems that could work in the space. Additionally, she updated the Board on a recent failure of a HVAC building controller that is obsolete. Facilities Management is waiting for a solution and a quote from a vendor for replacement. The patch solution/repair that took place on August 11th is only temporary. Systems are functioning. However, for long term ability to adjust, the controller must be replaced.

Discussion ensued, Supervisor Sieber requested a list of capital improvements from Director Lemke.

The next scheduled meeting of the Neville Public Museum Governing Board will be September 14, 2020. **2020 meeting dates are as follows:** October 12, 2020, November 9, 2020, and December 14, 2020. Discussion ensued, no action taken.

5. Adjournment. Chair Kuehn, called the meeting to an end at 5:08 PM. Motion made by Tom Sieber and seconded by Tom Friberg to approve.